



Wichita Police Department Policy Manual

Approved by:

Policy 522 - Pickups

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Maintained by:

Property Crimes

Issue/Rev.: R 11-23-09

- 522.01 A pickup is a request, made by a commissioned law enforcement officer to other law enforcement officers, for a particular person to be arrested and held for the officer issuing the pickup. It is a process that is used only when there is a demonstrable need for the person to be arrested prior to the issuance of a formal arrest warrant, and can only be done when an officer has sufficient probable cause to believe that the person has committed a crime for which he/she may be arrested without a warrant.
- 522.02
R Any commissioned WPD officer may have a pickup entered into the local computer, provided that:
- A. The officer has sufficient probable cause to arrest that person without a warrant, in accordance with policy 301.18 (Principles of Arrest, Warrantless Arrest Guidelines); and
 - B. The officer completes the "Wanted Person" form [WPD form 322-121]
 - 1. The original of the form shall be sent to the Records Bureau to become a permanent part of the case.
 - 2. The officer/detective originating the pickup shall deliver, in person, a copy to Case Desk for computer entry.
 - C. The officer shall include a "probable cause statement" in the narrative portion of the Incident Report. A photocopy of the "probable cause statement" shall be delivered, in person, to Central Records along with the "Wanted Person" form before a pickup will be issued.
 - D. For additional pickup procedures specific to domestic violence incidents, refer to policy 512.
- 522.03 The National Crime Information Center [NCIC] will take "Temporary Felony Want" [TFW] entries when a law enforcement agency needs to take prompt action to apprehend a person [including a juvenile] who has committed, or the officer has reasonable grounds to believe has committed, a felony. This type of pickup should only be used when circumstances prevent the immediate acquisition of a warrant, and it is believed the individual may seek refuge by fleeing across jurisdictional boundaries to avoid apprehension. To enter a TFW, the officer/detective shall:
- A. Follow the procedure for entering a local pickup, but note on Form 322-121 that the person needs to be entered into NCIC, as well. The entry must be specifically identified as a "Temporary Felony Want."
 - B. A warrant for the arrest of the individual must be obtained as soon as possible. When it is, the TFW must either be canceled or modified to a permanent want. A TFW will be removed automatically from NCIC forty-eight (48) hours after it is entered.
- 522.04 Prior to entry, Case Desk personnel shall verify the "Wanted Person" form is signed by the issuing officer and a commissioned supervisor.